

**STATE AGENCY REQUIREMENTS
FOR FOREIGN PROCESSING ACTIVITIES
IN INTERNAL WATERS**

Persons interested in becoming involved in foreign processing activities should be aware that they may be required to obtain some or all of the following "permits." This list is not intended to be all inclusive; however, it would serve as a basic guideline for directing persons to the major agencies which regulate fish processing and transporting. Foreign fishing vessels are obligated to comply with all applicable Federal and State laws while operating within the internal waters of Alaska. Please consult an attorney or other source for all applicable federal requirements.

STATE AGENCIES

I. DEPARTMENT OF COMMERCE AND ECONOMIC DEVELOPMENT

1. Obtain a foreign processing permit.

Contact: Alaska Department of Community and Economic Development
Office of Economic Development
P. O Box 110809
Juneau, AK 99811-O809
(907) 465-5464 - Mr. Kevin O'Sullivan

2. Employ a marine pilot licensed to operate in the waters of intended operation.

A ship's agent can make this arrangement along with others regarding customs, immigration, documentation, etc.

Contact: Alaska Department of Community and Economic Development
Division of Corporations, Business, and Professional Licensing
P. O Box 110806
Juneau, AK 99811-O806
(907) 465-2548 - Renda Heimbigner

3. File an Application for Certificate of Authority with the Corporations Section.

Contact. Alaska Department of Community and Economic Development
Division of Corporations, Business, and Professional Licensing
P. O Box 110807
Juneau, AK 99811-O807
(907) 465-2570 – Katrina Mitchell
www.dced.state.ak.us/bsc/bsc.htm (for detailed information)

II. DEPARTMENT OF FISH AND GAME

Complete a Fish Processor's Intent to Operate form and obtain fish tickets. The Intent to Operate form is used by the departments of Fish and Game, Revenue, and Environmental Conservation for their purposes.

Contact. Alaska Department of Fish and Game
Division of Commercial Fisheries
P.O. Box 25526
Juneau, AK 99802-5526
(907) 465-4683
http://www.cf.adfg.state.ak.us/geninfo/permits/intent/sfpe_app.pdf

III. DEPARTMENT OF REVENUE

Each vessel must:

1. **Obtain a Fisheries Business License, \$25.00 fee, file a Fisheries Business Tax return and pay Fisheries Business Tax.**
Contact: Alaska Department of Revenue
Tax Division
PO Box 110420
Juneau, AK 99811-0420
(907) 465-2320 - Mr. Paul Dick
2. **Post a tax bond for twice the amount of the annual estimated taxes due, provide a timed certificate of deposit for the same amount, or prepay the estimated taxes.**
3. **Obtain a labor bond for \$10,000.**
4. **Collect and remit salmon enhancement and salmon marketing taxes each month.**

Contact: Tim Cottongim – 907 465-3695

IV. DEPARTMENT OF LABOR & WORKFORCE DEVELOPMENT

1. **Comply with the Alaska Wage and Hour Act.** Businesses operating within state waters must pay minimum wage and appropriate overtime to employees unless the employment is exempted under state statute. See Alaska Statute 23.10.50 – 23.10.150 for complete requirements.

Contact: Alaska Department of Labor & Workforce Development
Division of Labor Standards and Safety
Wage & Hour
3301 Eagle St. Ste 301
Anchorage, Alaska 99503
(907) 269-4909 – Sandy Cannon

2. **Obtain Workers' Compensation insurance.** Businesses operating within state waters must have insurance to cover potential work-related employee injuries, as required by AS 23.30.020 and 23.30.025, unless the employment is exempted in AS 23.30.230. See the Alaska Worker's Compensation Act, AS 23.30.005 – 23.30.400, for complete requirements.

Contact: Alaska Department of Labor & Workforce Development
Division of Workers' Compensation
PO Box 115512
Juneau, Alaska 99802-5512
(907) 465-2790 – Mr. Paul Lisankie

3. **Provide employment for Alaska residents or document authority to use only foreign workers.** Please contact the Department of Labor and Workforce Development to discuss these issues.

Contact: Alaska Department of Labor & Workforce Development
Division of Employment Security
Employment Services
PO Box 115509
Juneau, Alaska 99811-5509
(907) 465-2712 – Thomas W. Nelson, Ed.D

V. DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Seafood processing plant requirements

Contact: Alaska Department of Environmental Conservation
Division of Environmental Health
Food Safety and Sanitation Program
555 Cordova Street
Anchorage, AK 99501
(907) 269-7640 - Mr. Manny Soares

VI. DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

- 1. Obtain a weight or measure Certificate of Accuracy** from the Division of Measurement Standards & Commercial Vehicle Enforcement, Weights, Measures and Permits Section. It is the responsibility of the owner to contact the Weights, Measures and Permits Section before the scale is used for commercial purposes (preferably 30 days in advance) to arrange for sealing.

Contact:
Alaska Department of Transportation and Public Facilities
Division of Measurement Standards & Commercial Vehicle Enforcement
Weights, Measures and Permits Section
11900 Industry Way
Huffman Business Park
Anchorage, Alaska 99515-3512
(907) 365-1222 – Mr. Ed Comiskey